

Members Present: Drs. Nidhi Handoo (Chair), Trishul Allareddy, Bruno Cavalcanti, John Hellstein, Justine Kolker, Tad Mabry, Megumi Williamson, Joni Yoder, David C. Holmes, Sherry Timmons, Michelle Krupp, Nick Economos (D4), Ryan Mooneyham (D3), Alyssa Spilski (D3)

Absent: Drs. David M. Bohnenkamp, William J. Synan, Becky Todd, Paula Weistroffer, Ronald Elvers, Lily T. Garcia

Guests: Drs. Julie Holloway, Carolina Cucco, Jennifer Hartshorn

Meeting called to order at 12:04 p.m.

I. **Approval of January 18, 2019 minutes** – Dr. Handoo

MOTION: to approve the January 18, 2019 minutes as submitted. Motion seconded.
MOTION APPROVED.

II. **Office for Education Update:**

This AY, the Registrar added additional sections to your courses to reflect when students officially start in the clinic. This was a University decision and has created some confusion within ICON course sites and AEFIS syllabus. To alleviate the confusion and work for you, the Office for Education will now publish the remaining course sections after the initial course section is published by the course director. Please note, that if you use the AEFIS schedule feature, you will still be able to edit the schedule after the syllabus is published.

III. **DS Progression - Snapshot** – M. Krupp/Dr. Handoo

- Ms. Krupp acknowledged concerns regarding the Snapshot tool. Student success and tracking progression is a priority, so discussion should focus on how best to modify Snapshot in order to meet the goal of supporting student success. The intent is to identify students who have difficulty in a particular domain but not severe enough to fail a course. Tracking longitudinally will enable identification of trends in student performance and allow early intervention and support for a student. Clerkship directors will have likely addressed any concerns with students, but monitoring across the D3 year will help identify a behavior either as a one-time event or a reoccurring theme.
- Dr. Holloway read a statement prepared by Dr. Lindquist for the minutes (attached). This was in lieu of Dr. Lindquist being able to participate in the previous and current meeting.
- It was suggested that Snapshot tracking begin in D1 year to be most beneficial for students. Piloting student progression/tracking in the D3 year is more feasible, and if successful will expand to the preclinical years.
- Barriers to faculty participation exist such as not enough time and too busy in the clinic. Currently there are students moving on and instances are not documented.
- Suggestions to support faculty participation:

- ✓ Have the Snapshot tool as part of AxiUm and consider aligning it to all clerkship daily evaluations. This would allow the Office for Education to run reports, see more data to identify trends, and also could give students the ability to see their performance in more real time.
- ✓ Address the Snapshot concept at the Faculty Retreat and calibrate use during this time.
- ✓ Have DEOs discuss faculty roles and responsibilities for daily evaluation and feedback; suggest this as a component in faculty annual reviews.
- ✓ Remind faculty of the need to provide meaningful, constructive comments regarding any areas of concern and include evaluations.

IV. **Update: D3 Clerkship Attendance Policy** – Dr. Hellstein

Dr. Hellstein and Jerry Gehling are currently updating the D3 form and will then look at the D2 form. An initial draft of the form will be provided soon.

A drop down menu can be added to choose the clerkship. You can also have more than one person be the contact group for that clerkship, such as a primary and a secondary contact, however the form would be sent to both. There is no way to select just a primary, so it would go to everyone listed. The current workflow starts with the student completing the form, send to clinic clerks, then to the Clerkship Director, and finally to the Dean of Students if all concur. It is sent back to the clerkship director so they note the name of the student, then route to the clinic clerk group to confirm that this person does not have patients scheduled. If denied, the form is returned to the Clerkship Director who sends it to the student. The committee suggests the form should be returned to the front desk clerk, then returned to the student. The student must complete the form for each day and every clerkship impacted. The process will begin prior to spring break for D3s as a test group.

VII. **Roundtable** – Dr. Handoo

- Dr. Mabry suggested having a follow-up discussion regarding the utility of Start-Check in the clerkships.
- Pediatric Dentistry will request combining the seminar and clinical courses into one 4-hour course. This is being considered in an attempt to allow for standardization with the collegiate grade scale. It was also suggested to add discussion regarding the collegiate grade scale to an upcoming agenda.
- Welcome Dr. Jennifer Hartshorn, as a guest on the committee to learn about how the clerkships work and what is being taught in order to provide consistency for students within rotation through the Geriatrics & Special Needs clinic.
- To date, only 1 student is near the 4-day absence maximum, as per the absence policy.
- A curriculum thread based on integrated health management of periodontal and caries diseases is being discussed. Adding some clerkship directors to the current work group when appropriate was suggested to improve input and potential acceptance and approval.

Next Meeting: April 13, 2019

Minutes recorded: Ms. Brenda Selck